



Institute
and Faculty
of Actuaries

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Supervisor – Subject SA0 – Multi-population Stochastic Mortality Models (paid role)

The Institute and Faculty of Actuaries' (IFoA's) Engagement and Learning Directorate is seeking to hear from Fellows, Associates or Honorary Fellows who would like to be considered for the role of Specialist Applications Supervisor (SA0). We are looking for Supervisors with specialist knowledge of the student's proposed topic and who meet the requirements set out below.

The role

Supervisors are appointed by the IFoA to assist in supporting students write a dissertation on the approved subject. For this vacancy you are required to have knowledge of **Multi-population Stochastic Mortality Models**

Supervisors report to our Partnership Manager, and ultimately to the SA0 Sub-committee.

“Task” and “Person” Specification

“Task” Specification

The main requirements of the SA0 Supervisor are to:

- ensure the student has read the SA0 regulations concerning length and presentation of the dissertation
- ensure that the student provides you with the means to monitor progress effectively
- keep a log of meetings consisting of at least the time, date and basic synopsis of what was covered
- make the students aware of unsatisfactory progress or standard of work
- read drafts and return with appropriate feedback in a timely manner
- use supervisory methods ranging from observation and commentary from the side-lines, to being fully prescriptive, although this latter should be avoided if possible.

Support

Administrative support for the role will be provided by the Quality team and a handbook will be provided containing full details of the role and responsibilities.

Tenure

The appointment is for the time it takes the student to complete their dissertation (one year minimum). Supervisors will be required to supervise the student during the period and at the end of the process attend a Viva, either in person or via conference call.

Time commitment

As a guide, our students take a minimum of one and an average of two years to complete their dissertation. The frequency and duration of the meetings between the Supervisor and student will be decided between both parties. The Supervisor will need to provide reports to the partnership manager quarterly and should allow two hours for these. The Viva will last approximately four hours

“Person” Specification

As an SA0 Supervisor you must be able to demonstrate:

- a research background
- knowledge of **Multi-population Stochastic Mortality Models**
- the ability to mentor others
- strong communication skills.

In return, the volunteer will

- work in partnership with the Executive staff, contributing to the IFoA's education processes
- have an opportunity to provide support in new areas of work
- have opportunities for Personal Development
- have the potential to support research and development of actuarial activity.

Claiming CPD

If you intend to use the time spent on this activity when recording your CPD, remember it must be relevant to your work or role and address a personal development need. You should record an appropriate learning outcome. This is in accordance with the [CPD Scheme](#).

This is a remunerated role and a fee will be paid

Mutually agreed services will be outlined in a 'Schedule of services' which will be provided to you on successful appointment. On successful completion of the services, you will be required to submit an invoice to the IFoA. The IFoA will provide you with a template invoice to use, and this invoice will be processed by a member of the IFoA's Education Partnership and Lifelong Learning team. If you wish to view the 'Schedule of services' and the applicable terms and conditions, prior to expressing interest in this role, please contact the [Quality team](#). Please note that this role is classified as a '**Self-Employed Contractor**'.

Please also note that every individual who supports the IFoA, be that as a volunteer (member or non member), or in any other role, including as a self-employed contractor, works in partnership with the IFoA Executive staff to deliver our strategy and Royal Charter, in line with our values. We are extremely grateful to all who form part of this delivery team, collectively known as our volunteers and as such you will have access to volunteer resources, updates and communications in general. We hope that you find this helpful and valuable to you when delivering your role.

May 2018